SNS Supply Chain Dashboard
Quick Reference for Manufacturers (Data Collection Weekly)

CIT Main Page

Quick Tips

Logging in to CIT

1. Access Secure Data Network (SDN) at **http://sdn.cdc.gov** and type your challenge phrase.
2. The **SDN Activity Page** displays.
3. Select **SNS Supply Chain Dashboard**. The **Purpose and Confidentiality Statement** page displays.

Note: If you do not have a SDN digital certificate, contact the PHIN Helpdesk using the contact information in the next section of this Reference sheet.

Getting Help

Click **Help** on the navigation panel and then click **Online Help** to display the online help system.

Note: You may also access the Online Help system by clicking the **Need Help?** link at the top of each screen in the application.

- Contact the **PHIN Help Desk**
  Phone: (800) 532-9929
  Email: PHINTech@cdc.gov
  Hours: M – F 8:00 A.M. – 8:00 P.M. Eastern Time

Navigation Panel

Entering Manufacturer's Weekly Data

The following instructions explain how to enter the quantity on hand and available (not committed to customers).

1. If not currently displayed, click **Data Collection** in the navigation panel and click **Weekly Data Entry**.

2. The information in the **Provider** field varies by user. Which type of user are you?
   - **Manufacturer**: The **Provider** field defaults to the business entity for which you are authorized to enter data.
   - **Global Administrator**: In the **Provider** field, select the manufacturing data provider for which you are entering data.

3. In the **Date as of** field, specify the date for which you are entering data.

   Do one of the following:
   - Enter the date in mm-dd-yyyy format.
   - Click in the field to display a calendar, and then select the date.

4. Are you a Global Administrator?
   - If **No**, continue to step 5.
   - If **Yes**, in the **Copy From Date** field, specify the date you want to copy data from. Then,

   Do one of the following:
   - Enter the date in mm-dd-yyyy format.
   - Click in the field to display a calendar, and then select the date.
   - Click on the calendar object to display a calendar, and then select the date.

5. Click the Go button. The form to enter the data displays

6. For each countermeasure, enter the current supply in the **Supply Qty** field.

7. Click the Save button. The system saves the information you entered.

8. Click the **Close** button to exit the system.